
STORM WATER POLLUTION PREVENTION PLANS (SWPPP)

Storm Water Pollution Prevention Plans (SWPPPs) are developed to describe operational activities and physical controls (BMPs) that will be used to prevent the discharge of pollutants into the waters of the United States. SWPPPs are site specific and, for ADOT construction projects, the contractor develops them as a first step in obtaining a CGP. A useful construction SWPPP checklist can be downloaded from the ADEQ website (www.adeq.state.az.us) and is included in Appendix A. The follow steps have been developed to provide direction and resources to facilitate the completion of the SWPPP.

Step	Action	AZCGP Reference	Information & forms
Step 1	Identify all operators for the Project	Part IV.C	
Step 2	Describe the Site and Prepare a Schedule of Construction Activities	Part IV.C	ADOT Standard Sheet Project Specifications
Step 3	Select Controls to Reduce Pollutants	Part IV.D	Chapters 2 & 5
Step 4	Prepare a Plan for Maintenance of BMPs	Part IV.E	Appendix A
Step 5	Collect Permit Related Documents	Part IV.F	
Step 6	Comply with Applicable Federal, State and Local Programs	Part IV.G	Chapter 1Design Documents
Step 7	Develop a Site Specific Inspection Plan	Part IV.H	ADOT AZPDES Inspection Checklist

4.1 STEP 1: IDENTIFY ALL OPERATORS FOR THE PROJECT

An operator(s) is any person associated with the project who has control over the construction plans or specifications (ADOT) or day-to-day operational control of the site (the Contractor, the Erosion Control Coordinator, and any Subcontractor directly associated with installation or maintenance of BMPs).

Operators certify the SWPPP (Chapter 3, Step 2) and are identified on the Standard “AZPDES SWPPP Index” Sheet in the erosion and sediment control plans developed by ADOT.

4.2 STEP 2: DESCRIBE THE SITE AND PREPARE A SCHEDULE OF CONSTRUCTION ACTIVITIES

Much of the information needed to complete this portion of the SWPPP is included in the contract documents or in reports that are generated as part of the design process. These reports include the soils/geotechnical report, the project drainage report, and the environmental clearance documents and are available from ADOT.

For larger projects, the project site may be divided into sub-areas based on the maximum allowable exposed area as specified in the project specifications. A schedule of construction activity shall be developed for each sub-area.

4.3 STEP 3: SELECT BMPS TO REDUCE POLLUTANTS

To comply with Part IV.D of the AZCGP, the SWPPP must describe all BMPs that will be implemented as part of the construction project to control pollutants in storm water discharges. The SWPPP must clearly describe appropriate control measures to be used in each sub-area. Refer to the BMP descriptions in Chapter 5 when selecting appropriate permanent and temporary controls.

As discussed in Section 3.1.1, ADOT will prepare Erosion and Sediment Control plans and details as part of the construction documents. These will provide direction and specific BMP expectations to the contractor. However, the project documents shall not be considered a complete SWPPP and shall not replace the contractor's SWPPP, since the project plans and details are prepared assuming standard construction practices and may not reflect the contractor's actual methods of construction, access requirements or project phasing. The contractor shall use the project plans as a guide in developing his own SWPPP.

The SWPPP must also describe the "Good Housekeeping" procedures and practices as specified in the project specifications. These include:

- An inventory of chemicals and materials needed for construction.
- A spill prevention and clean-up plan;
- A description of storage, use and disposal of chemical and construction materials;
- A hazardous waste management plan;
- A solid waste management plan; and
- Sanitary/septic waste storage and disposal procedures.

4.4 STEP 4: PREPARE A PLAN FOR MAINTENANCE OF BMPs

Proper maintenance of BMPs is an integral part of the effort to prevent storm water pollution. BMPs must be cleaned or replaced where design capacity is reduced by 50%. Procedures and activities for this purpose must be included in the SWPPP. Maintenance criteria are included in the BMP descriptions in Chapter 5.

4.5 STEP 5: COLLECT PERMIT-RELATED DOCUMENTS

The following documents must be included in the SWPPP:

Document	AZCGP Reference	Source
AZPDES permit (AZG2003-001)		www.adeq.state.az.us
NOI (as completed by the contractor)	Part IV.J	www.adeq.state.az.us
NPDES or AZPDES authorization number for the project.	Part IV.J.2	Provided by ADEQ after NOI is approved.
Other agreements with any state, local or federal agencies that affect the provisions or implementation of the SWPPP.	Part IV.J.3	ADOT environmental clearance documents.

In addition, a site specific inspection plan must be developed as part of the SWPPP. A standard ADOT inspection checklist is included in Appendix A. Identify and document the credentials of qualified inspectors. The credentials of a qualified inspector are described in the project specifications.

4.6 STEP 6: COMPLY WITH APPLICABLE FEDERAL, STATE AND LOCAL PROGRAMS

Chapter one described the federal, state and local soil and erosion control programs that must be followed to prevent pollution to the waters of the U.S.

4.7 STEP 7: DEVELOP A SITE SPECIFIC INSPECTION PLAN

An inspection plan must be developed as part of the SWPPP. A standard ADOT inspection checklist is included in Appendix A. Identify and show the credentials of qualified inspectors, as described in project specifications and in the SWPPP to simplify the completion of inspection reports in the field.